

**NOTICE OF APPEAL
FORM SUMMARY**

Wisconsin Statutes govern the appeal of municipal court judgments as follows:

§800.14(1). Appeals from judgments of municipal courts may be taken by either party to the circuit court of the county where the offense occurred. The appellant shall appeal by giving the municipal judge and other party written notice of appeal within 20 days after judgment.

- Purpose of Form:** To appeal a judgment imposed by the municipal court and request a trial in the circuit court OR to request a jury trial in the circuit court on a case involving a charge of Operating While Intoxicated
- Accompanying Documents/Information:** If you have an attorney, you must include your attorney's name and address for court records
- Payment Required:** Trial on the Record - \$133.50 plus bond amount ordered by municipal judge and cost of transcript if judgment is affirmed by circuit court
- Trial de Novo - \$138.50 plus bond amount ordered by municipal judge
- Trial by Jury (*available only for cases involving a charge of Operating While Intoxicated*) - \$36 for 6-person jury; \$72 for 12-person jury
- How to File the Form:** The original form must be filed with the court. To file the form, you may do one of the following:
- (1) Mail the form to: Milwaukee Municipal Court
951 North James Lovell Street
Milwaukee, WI 53233-1449
 - (2) Bring the form to the court in person (please check court hours before coming to court)
- Once the form is filed with the court, you will be contacted by the Milwaukee County Circuit Court regarding your request for an appeal or jury trial.
- You must also provide written notice to the City Attorney within 20 days of the judgment date.
- Deadline for Completion:** Within 20 days of the judgment date if you are requesting an appeal of the municipal court judgment in the circuit court
- OR
- Within 10 days of pleading not guilty if you are requesting a jury trial for a case involving a charge of Operating While Intoxicated

Additional Instructions:

The following information must be completed on the form before it can be filed with the court:

Defendant: If this is a case against you, fill in your name. THIS INFORMATION IS REQUIRED.

Case Number: Fill in the case number. THIS INFORMATION IS REQUIRED. If you can not find your case number, contact the Milwaukee Municipal Court.

Trial: Check the type of trial which you are requesting. THIS INFORMATION IS REQUIRED. A *trial on the record* requests the circuit court to review the transcript of the trial which was heard in the municipal court and render a judgment. A *trial de novo (new trial)* requests the circuit court schedule a new trial on the matter in front of a circuit court judge. A *trial by jury* requests the circuit court schedule a new trial on the matter in front of a jury.

NOTICE OF APPEAL

City of Milwaukee,

Case Number _____

Plaintiff

vs.

_____,
Defendant.

To: _____

PLEASE TAKE NOTICE that the above-named defendant appeals to the Circuit Court of Milwaukee County from the Judgment of the Honorable _____, Municipal Court Judge, on the _____ day of _____, _____, wherein the defendant was adjudged guilty of violating _____ of the Code of Ordinances, adopting s. _____, Wis. Stats., and assessed a forfeiture in the amount of \$_____ including / plus costs. The defendant at this time requests a:

- ☐ trial on the record,
☐ trial de novo, or a
☐ trial by jury (*available only in cases where the charge involves Operating While Intoxicated*).

Dated at Milwaukee, Wisconsin, this _____ day of _____, _____.

By: Defendant / Defendant's Attorney

P.O. Address: